PART III

APPENDICES

**APPENDIX C: DATA ELEMENTS FOR 2F/2S COGNIZANCE
AND SECONDARY ITEM REPAIR PROGRAM REPORT**

1. Specific Data Fields:

<u>Field Legend</u>	<u>Data Element</u>
(1) To	Appropriate repair program manager address.
(2) Reporting Activity	The activity name and the organization code that prepares the report.
(3) Report Period	Month and year.
(4) Signature	Self-explanatory.
(5) Funding Document	Number of each project order (PO), work request (WR) and amendment which provided the funds for item repair. If the repair of an item is split funded between a PO and a WR, numbers and funding data will be shown for each document.
(6) Nomenclature	Nomenclature, definitive description and serial or registry numbers for each item, as appropriate.
(7) National Stock Number	Self-explanatory.
(8) Local Job Order Number	Customer order number for each line item listed on each PO, WR and/or amendment thereto, by which the repair activity locally controls the item repair.
(9) Start Date	For each unit or item authorized repair, year and julian date that repairs actually begin.
(10) Quantity Authorized	The number of units authorized by funding documents listed in Column 5.

Field Legend	Data Element
(11) Quantity Completed	Quantity for which repair is actually completed.
(12) Percent Complete	Two quantities are shown. The upper quantity reflects the current percentage complete. The lower reflects that completed at end of last reporting period (i.e., 80/65). When no difference exists between the two quantities, or when a zero % completion is shown and Column 16 shows a fund expenditure, Column 18"Remarks" will carry an explanation.
(13) Completion	For each unit or item being repaired, the year, date and julian date that repairs are planned for completion, and then the date that repairs are actually completed. If the scheduled completion date is later than the NAVSEA required completion date, recommended alternative actions (such as farm out), will be detailed in Column 18 "Remarks".
(14) Estimated Repair Cost	The repair activity estimated cost to repair the equipment. This estimate may fluctuate as equipment is opened, inspections are made and repairs started. Such fluctuations will be explained in Column 18 "Remarks" and in the case of an increase, reflected in Column 17, if the increase exceeds funds provided (Column 15).
(15) Funds Authorized	The amount of funds from each PO/WR Military Interdepartmental Purchase Request (MIPR) or amendments thereto authorized to be spent on each item, as shown in the funding document(Column 5). If these documents do not cite a specific amount for the item and the funds provided will cover the estimated repair cost, then the cost will be entered in this column as well as Column 14.
(16) Funds Expended	All funds obligated to date against authorized funds. These amounts will be broken down to show how funds were expended, using the following codes as a prefix to the dollar amount:

Field Legend	Data Element

| | F - Farmed Out (This will apply to all SUPSHIP Boat Repair Contracts) |

I – Inspection

L - Labor and Overhead

P – Parts

MC - Material Commitments

(17) Added Funds Needed — This column should be blank if funds granted under Column 15 are sufficient to complete work authorized.   If additional funds are required, or if funds provided are in excess of need, the explanation is to be provided under Column 18, "Remarks".

(18) Remarks — In addition to data included in this column as a result of entries in Columns 5 - 17, other pertinent data will be entered, (i.e., awaiting repair parts, item inspected only, beyond economical repair).

2.   The last page of each monthly report will show a financial summary for each individual document, as listed below:

> Project Order/Work Request (PO/WR) _____
> Funds Authorized _____
> Funds Committed _____
> Funds Expended _____
> Funds Available for Reprogramming _____

3.   To assist the repair program manager in equitably distributing repair program work, the last page of each monthly report from Naval Shipyards and ship repair facilities may include a production shop workload status as in the following example:

PRODUCTION SHOP WORKLOAD FORECAST

SHOP	PRESENT	3 MONTH PROJECTION
11-26	Medium	High
17	High	High
31	Medium	Medium
36	High	Medium
38	Medium	Medium
41	High	Medium
51	Light	Medium
56	High	Medium
67	High	Medium

4.   When requested by the repair program manager, on the funding or tasking document, the Report will also include related authorized work, such as manufacture, first article tests, and cannibalization.